

**MINUTES OF THE
CANBY SCHOOL DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD SESSION
November 17, 2011**

1.0 CALL TO ORDER

Chair Rivinus called the Regular Session to order at 6:30 p.m. on November 17, 2011 in the Canby High School Omni Room. Board members in attendance were Andy Rivinus, Diane Downs, Tom Scott, Kristin Downs, Andrea Weber and Brendan Murphy. Ty Kraft was absent from the meeting. Also in attendance were Superintendent Steach, Linda Martin, Keith Galitz, Amy Russ, Rosario Sanchez-Sanchez, Marita Mendoza-Ramos, Jim Barr, Brian Huggins, Mackenzie Ericksen, Lucy Bertolo, Austin Higgins, Alex Purtzer, Kim and Alex Mabry, Nate Maravilla, Joe Morelock, David Moore, Darin Sanchez, Sam Thompsen, Tim Oberg, Traci Hensley, Skyler Rodolph, Peggy Savage, Kimie Carroll, Sophie Carter, Grace Hill, Parker Allhands, Dalton Eads, Joel Sebastian, Jennifer Turner, Veronica Martinez, Mr. and Mrs. Parker, Joe Minson, Cortney Tamimi, Kristie Spencer and several others that did not sign the attendance sheet.

2.0 INTRODUCTION AND FLAG SALUTE

Introductions were made and Austin Higgins and Alex Purtzer led the flag salute.

3.0 CHANGES TO AGENDA

4.0 PUBLIC FORUM/ANNOUNCEMENTS

- Canby Telcom President Keith Galitz and Marketing Manager Amy Russ presented a check, 2 Kindles and 3 iTunes gift cards totaling \$3,473 to the Canby School District in support of our audiobook reading program. During the late summer promotion, for all new subscribers or customers who upgraded their service plan, Canby Telcom donated both an audiobook and the accompanying paperback to schools of the patron's choice. In addition, some customers re-donated their signup gift of either a Kindle, iPod touch, or iTunes gift card to the district as well. The donation will go directly to purchasing approximately 175 audiobook downloads and paperbacks that match and will be available in all district school libraries. Audiobooks have become an important part of reading programs and library offerings, and the District is grateful to Canby Telcom for their promotion and to our patrons who helped in the effort to bring more reading materials into schools for students.

Superintendent Steach thanked Canby Telcom for their continued support of the district and schools.

- Food Service Director Kim Mabry submitted an application to the Sodexo

Foundation to help support the Canby Center Backpack Food Program and is happy to announce that the Canby Center is the recipient of a three year grant totaling \$4,500. We are the only school district in Oregon to receive the grant this year. Darin Sanchez, Canby Center Executive Director received the first installment of \$2000 this evening. Along with the grant, our Nutrition Services Department is also helping to order food and help in any way they can to make this program successful.

Board member Kristin Downs thanked Kim for her continued support of the district and students and for all she has done over the last year.

- 25 year coach, Brian Huggins thanked the Board of Directors for their support in adding back middle school sports. He announced girls finished 7th and the boys finished 1st at the State Cross Country meet.
- Ninety-one PTA President Cortney Tamimi announced the 91 School Family Favorites Cookbook started by Kristi Spencer is now available for \$12.00. The cookbook contains family recipes over the generations.

Chair Rivinius thanked everyone for the cookies this evenings meeting made from the recipes in the cookbook. Order forms are available at the school or in the Central Services office.

- Baker Prairie Principal, Jennifer Turner invited the board and community to Operation Snuggle on December 3 from 9:00 a.m. - 1:00 p.m. at the Baker Prairie Middle School gym. This is the fourth year they will be making fleece blankets for the homeless children in our community. They are hoping to make over 380 blankets and are also accepting donations, new socks, pillows, and warm pajamas.

School Activities and Updates will be presented before the Spotlight on Student Success.

5.0 SCHOOL ACTIVITIES AND UPDATES

- Nate Maravilla reported the big changes this year at Baker Prairie are combining with Ackerman Middle School to form one school. They have two new principals and Mr. VanAcker as a Child Development Specialist. They also have more lunches due to the increase in student enrollment. Cookie dough sales went well and Korean students recently visited Canby. The students are looking forward to Alter Weiner, a Holocaust survivor coming to share his experience of surviving one of the Nazi concentration camps during World War II. The 8th grade band will be participating in the Thanksgiving Macy's Day Parade.
- Ninety-one ASB Vice President, Austin Higgins and Historian, Alex Purtzer announced the magazine drive fundraiser (with the best prizes) is currently

taking place with the money being used for field trips or 8th grade iPads. On December 2 Ninety-one 8th grade students will participate in a community service project at the Canby Adult Center, Ackerman Center and the Canby Center volunteering time to help with landscaping, sorting clothing and food or decorating for the holidays. Ninety-one has also begun a mandatory tutoring program that mirrors the in town schools for students receiving failing grades. These are taking place after school on Tuesdays and Thursdays.

- Canby High School student representatives Mackenzie Ericksen and Lucy Bertolo reported the Badminton Tourney raised \$600 to be used towards Bleacher Creature shirts. The Bleacher Creatures in their gold t-shirts attend all athletic and club events to raise school spirit and are hoping for larger crowds basketball crowds. Basketball starts on January 17 with double headers being played and the freshman will play at Baker Prairie this year. The annual Canned Food Drive will be a Three Rivers Competition with Canby, West Linn, Lakeridge and Oregon City with the losers attending an assembly dressed in the winning school colors and singing the winning school song. CHS will also be collecting food at the Light Up The Night parade and Buckets for Change. Tonight is also opening night for the Fall Play "*Treaty of Versailles*". The Choir Concert is December 7 and 15 and the Band Holiday Pops Concert is December 8.

6.0 SPOTLIGHT ON STUDENT SUCCESS

- Sophie Carter, Grace Hill, Parker Allhands and Dalton Eads, Eccles Elementary students in Mrs. Paulson's 5th grade class gave a video presentation on SMART goals and explained what they were and how they are used. They presented information on math pretests, formative tests and post tests and created graphs showing how the students have improved or areas needing support. Information from the data obtained is valuable information for the teachers.
- Math teacher, Jim Barr introduced Rosario Sanchez-Sanchez and Martiza Mendoza-Ramos, two students attending the Ackerman Academies. Maritza explained she is shy and in the past she did not always make the best choices. Rosario explained due to family and medical issues she felt her dreams of graduating with her class were unattainable. The girls explained the benefits of the programs are more help and they don't allow you to fail. They like attending Ackerman because you are given chances to make-up and re-do work and teachers take the time to make sure you really understand the work. Both girls are thankful for the opportunities given them and thankful for a second chance.

Kristin Downs thanked the students for their courage in telling their stories.

7.0 SUPERINTENDENT'S REPORT

Superintendent Steach reported there is continued monitoring with area superintendent's on the inter-district transfer policy with unanswered questions on special education funding procedural obligations. He also shared current enrollment information and we are still down 100 students.

As far as the student information system, Susie Strangfield has spent a considerable amount of time reviewing different systems and feels confident that Edupoint is the top option. Starting in January we will start running parallel to the old system. John announced currently, Wayne Layman is designated as the Asbestos Hazard Emergency Response Act (AHERA) Officer, however Doug Rykken has been trained and certified and will now take over those responsibilities.

John also attended the Farm to Market at Eccles and found it a great event with food served from A-Z.

8.0 BOARD COMMENTS

Chair Rivinus noted several Board members and the Superintendent attended the OSBA Fall Convention last week and will individually report on the highlights at the next meeting.

Andrea Weber has been volunteering with the ASPIRE program and noted several seniors have already received acceptance letters to various colleges and students are asking for information on financial aid. She attended an Insight Conference at Portland State University helping students with disabilities and teaching them to be advocates for themselves. She also attended a Carus PTA meeting and received questions for the group and will report back to them in December. Andrea appreciates the impact of Pat Johnson implementing study halls at the high school and the mandatory tutoring at Baker Prairie and Ninety-one.

Kristin Downs attended the OSBA Conference attending workshops on Risk Management and Budget Preparation along with the Design Conference to brainstorm ideas for the new Community Volunteer Coordinator around critical thinking. She also reported there are great things happening at Ninety-one with lots of momentum around Skyler and his ideas. They also have a group of parents focusing on grant writing as well as a group of parents continuing to work on arts literacy. She gave accolades to everyone.

Diane Downs attended three different OSBA workshops this last month as well as the tour of the Idaho visitors to see our technology program. They were very impressed with our facilities and our programs. She has attended Baker Prairie Collaborative Teams and commended the teachers from Baker Prairie and the high school who traded classes and the insights gained from that opportunity. Nutrition Services did a great job presenting the Farm to Market at Eccles and making good food available in and out of school. She was also very impressed with the examples of daily lessons on critical thinking shown by several teachers at the Design

Conference.

Brendan Murphy toured Ninety-one and Canby High School as well as visiting with the School Based Health Center Youth Advisory Board. The visits were very educational to him. He thanked Maureen Callahan for all the information she has presented at previous workshops or meetings that helped tie everything together at the student assessment workshop presented by OSBA. He has also been working on the final version of the Superintendent evaluation.

Andy Rivinus also attended three OSBA workshops. He thanked Jim Mickelson for donating pumpkins the last three years for pumpkin carving at Eccles. Andy also attended the meeting at Trost on their school improvement plan along with 30 other parents. He congratulated Angie and staff for the information presented.

9.0 CONSENT AGENDA

9.1 MINUTES

Minutes of the October 20, 2011 Regular Session, the November 3, 2011 Workshop and Executive Session and the November 7, 2011 Special Workshop Session are provided in Addendum 9.1.

9.2 PERSONNEL CHANGES

Personnel Changes are provided in Addendum 9.2

MOTION: Diane Downs moved to approve the minutes and personnel changes as provided in Addendum 9.1 and 9.2. Tom Scott and Brendan Murphy seconded the motion at the same time. The motion passed 6-0.

10.0 INFORMATION/DISCUSSION/ACTION ITEMS

10.1 Signage in District Facilities

Supporters of the FFA Program at Canby High School wish to donate two 10 X 5 signs in recognition of the program. They would like to place one sign on the south side of the temporary storage shed in the Ag/Science yard and one sign on the south end of the Applied Technology Center building towards the west side above and to the left of the awning. Currently no other areas or clubs have signs on buildings and there is no board policy on signage on buildings. Superintendent Steach asked for guidelines from the board.

Kristin Downs noted Canby is the only chapter in the State to be nationally recognized and it's important to embrace their leadership and felt we should take requests case by case. The board discussed pros and cons and several board members felt without a policy we would be precedent setting and formal guidelines needed to be set by the board.

MOTION: Kristin Downs moved to allow for a sign on the fence and outside of the wooden structure with administrators overseeing how it looks. There was no second on the motion, therefore motion died.

Superintendent Steach will develop policy guidelines for future requests and bring this issue back along with the draft policy.

10.2 Local Option Levy

At the November 3rd meeting, the Board reviewed information relative to possible levy rates and amount scenarios. A general consensus of the Board was to set a three-year levy based upon rate. After discussion this evening it was decided \$.85/1,000 and the board would like Business Manager David Moore and Superintendent Steach to try and more accurately portray the amounts we would receive. They also discussed wording on the explanatory statement to make it very transparent what the money will be used for and to make sure the public knows this is a temporary levy. A resolution will be brought to the December or January board meeting along with the information requested.

10.3 Facility Use Report

Superintendent Steach provided a spreadsheet of all the organizations that have scheduled use of district facilities over the past year. Many community groups utilize classroom, conference rooms, libraries, and cafeterias for general meetings. These are scheduled through the district to ensure there are not conflicts impacting the school programs.

One of the most difficult facilities to schedule is the auditorium. This is due to the length of time some productions need for rehearsal, set-up, and performance. A district theater technician sets up and operates lighting and sound for productions. Due to the cost of staffing and maintenance, fees are charged to help recover costs.

Indoor spaces such as gymnasiums are also scheduled through the district. Canby High School maintains its own schedule for its outdoor sports facilities. The coaches work with the athletic director to ensure equitable and efficient use of this space.

Community youth sports programs schedule outdoor sports facilities at the elementary schools and the middle school.

Through a reciprocal agreement these organizations provide maintenance and improvements to the fields in exchange for rights to primary use.

Currently furniture is stored for the Canby Center in the Lone Elder Building coordinated in the past through the district homeless liaison. The Canby Center is discontinuing their furniture program and intend to distribute or dispose of the materials in the building. Once this is complete, the building will no longer be used for any purpose.

A meeting will be scheduled in late February or March to include, athletic

directors, maintenance/custodial supervisor, facility scheduling staff, administrative representatives and representatives from the Canby Youth organizations to identify, coordinate, and pursue needs related to facility use and scheduling.

10.4 Financial Update

Business Manager David Moore reviewed the revenue and expenditures as of October 31. The current estimate for the June 30, 2012 ending fund balance is \$3,783,392 compared to a threshold of \$3,500,000 for adding back days under the teacher's contract in the 2012-13 year. If the current beginning and ending balance estimates holds true, the current year budget reflects usage of \$823,974 in fund balance.

10.5 FY 2010-11 Fund Balance/Add Back Days

David noted the audit is still in process with the Federal Funds portion not completed, therefore we are unable to seek approval from the Board to restore January 3rd as a school day. Hopefully the audit will be completed by December 1 and a special board meeting will be set to take formal action.

10.6 OSBA Election

The Board discussed the resolutions on the OSBA ballot and noted both candidates were running unopposed.

MOTION: Diane Downs moved as a Board to vote No on Resolution #1 to Amend the Constitution to allow OSBA Legislative Policy Committee to override membership-approved legislative policies and priorities and yes on Resolution #2 Elections-Amends the constitution to allow consecutive terms for the secretary/treasurer and to approve both candidates running unopposed. Kristin Downs seconded the motion. Motion passed 6-0.

10.7 Policy 2nd Reading

AE, District Goals

IK, Academic Achievement

ECAB, Vandalism, Malicious Mischief/Theft

IGBAB, Education Records/Records of Students with Disabilities

JN, Student Fees, Fines & Charges

JO, Education Records/Records of Students with Disabilities

GBCAA, Staff Religious Dress

JGAB, Use of Restraint and Seclusion

JHFE, Reporting Suspected Child Abuse

JHFF, Reporting Requirement Regarding Sexual Conduct with Students

GCBDC, Domestic Violence/ Sexual Assault/ Stalking Leave

KBA, Public Records

LBE, Public Charter Schools

MOTION: Andrea Weber moved to approve the policies as listed in Addendum 10.7. Diane Downs seconded the motion. Motion passed 6-0.

11.0 FUTURE BOARD AGENDA

- 11.1 Local Option Levy Resolution**
- 11.2 Financial Statement Update**
- 11.3 School Improvement Plans**
- 11.4 Collaborative Team Update**
- 11.5 Superintendent Evaluation**

Superintendent Steach also discussed additional future topics on the ELD Program, audit report, monthly enrollment and financial report, community volunteer program update, interdistrict transfer and the communication plan.

John will also communicate with Bob Backstrom on his question to the Board and Superintendent regarding the URD and possible revenue to the school district. Even though URD funds reduce the local collection, the amount of the local collection is subtracted from the determined state allocation and the state funds then make up the difference. If Canby did not collect URD funds, we would report a larger amount of local collections that would then be subtracted from the state allocation resulting in no change in overall funding. The change needs to take place at the state level and any action at the local level will not generate any practical change.

Chair Rivinus adjourned the meeting at 9:21 p.m.

Respectfully submitted,

Linda Martin
Board Secretary

Andrew Rivinus
Board Chair

APPROVED: